

OFFICE OF THE MAYOR
Telephone: (716) 286-4310

March 19, 2020

The City Council
Niagara Falls, New York

RE: Creation of Public Information Officer Position

Council Members:

As you well know, it is important for City Government to provide our residents and visitors with information regarding changes in City operations and policy, meeting notifications, health and safety issues and City activities of interest. However, the 2020 City Budget eliminated the position of Special Assistant to the Chief Executive which was utilized to disseminate information to the public.

The current Covid-19 situation has shined a bright light on the need for a Public Information Officer position to provide timely and critical information utilizing the news media and the various social media outlets. Therefore, this Administration requests that the City Council approve the creation of the Exempt position of Public Information Officer in the Executive Office, at a yearly salary of \$42,000.00, within the parameters of the attached Civil Service Job Description. Funding for this position available in budget code A.1210.0001.0110.000.

Will the Council so approve and authorize the creation of the Public Information Officer position?

Respectfully submitted,

ROBERT M. RESTAINO
Mayor

Funding is in place

Daniel Morello
City Controller

Kennedy _____ Spanbauer _____ Tompkins _____ Touma _____ Voccio _____

